

# DELAWARE COASTAL AIRPORT ADVISORY COMMITTEE

Meeting Minutes  
September 22, 2021

## Opening:

The regular meeting of the Delaware Coastal Airport Advisory Committee was called to order at approximately 6:01 p.m. on September 22, 2021, at 21769 Aviation Avenue, Georgetown, Delaware by Chairman, Garrett Dernoga.

## Advisory Committee Members Present:

Doug Hudson, County Council	Todd Lawson, County Administrator	Garrett Dernoga
Bill Pfaff, Econ. Dev. Director	Mark Parker, Asst. Dir., Engineering	Rick Garner
Gus Croll	Ray Hopkins	Larry Kelley
		Jeff Reed
		Scott Thomas

Bob Bryant, Airport Manager, Delaware Coastal Airport, non-member

**Advisory Committee Members Absent:** Mark Ryan

## 1. Approval of Agenda

A Motion was made by Doug Hudson, and seconded by Scott Thomas, to approve the agenda as distributed. The agenda was unanimously approved by consent.

## 2. Approval of Minutes

A Motion was made by Doug Hudson, seconded by Ray Hopkins, to approve the minutes of the May 19, 2021 meeting. The minutes were unanimously approved by consent.

## 3. Wildlife Management Update

Bob informed the committee that there continues to be one deer on the airport but hasn't been seen in a while.

## 4. Airport Update

Bob Bryant provided airport updates as follows:

- 1- Extend General Aviation Apron: The project was expected to begin in October 2021 but has been postponed and now is scheduled to begin in Spring 2022. The delay is due to the contractor having difficulty getting materials. Once the project begins, it is expected to be completed within 170 days. There will be some expected taxiway closures during the project.
- 2- Master Plan: Bob discussed the Master Plan and the status of the project. Working Paper #2 has been received. Bob is reviewing the document and making corrections. This document includes environmental overviews and facility requirements.

## **5. Policy Review Discussion**

Bob reminded the committee members that the Primary Guiding Documents for the Airport, which addresses Rules & Regulations and Minimum Standards are slated for a three year review (this year) as per the Committee Bylaws. A subcommittee reviewed the current Airport Policy documents for any updates that may be needed. The Airport Advisory Committee members discussed potential wording changes for the Rules and Regulations document regarding “Flying Clubs” as well as the FBO fueling guidelines outlined in the Minimum Standards document. Since new information was provided during the meeting, it was decided that the subcommittee would meet again to discuss any proposed changes. Any recommended changes for consideration will be presented at the next Airport Advisory Committee meeting.

## **6. Wings & Wheels**

Linda Price commented that they are moving forward with the Wings & Wheels event which will be held Saturday, October 2, 2021 from 10 am – 4 pm.

## **7. Public Comments** - There were no comments.

Todd Lawson introduced Mark Parker, Asst. County Engineer, to the committee. Mark will now be representing the Engineering Dept as a designee by Hans Medlarz, County Engineer.

## **8. Next Meeting Date** - The next meeting will be held on Wednesday, November 17, 2021 at 6 p.m. A meeting location will be selected and announced prior to November 2021.

A motion to adjourn was made by Ray Hopkins, seconded by Doug Hudson. The meeting adjourned at 7:20 P.M.

Minutes respectfully submitted by:

Susan Wise, Clerk IV- Delaware Coastal Airport